

**MINUTES OF THE MEETING OF THE  
IHSS PUBLIC AUTHORITY ADVISORY COMMITTEE  
Conference Call  
November 19, 2020**

This IHSS Public Authority Advisory Committee meeting was called to order at 9:05 a.m.

**Committee Members Present:** Laticia Sanchez, Chairperson; Larry Stevens, Vice Chairperson; Denise Dorsey, Committee Member; Danette Paskaly, Committee Member

**Community Members Present:** Sally Howarth

**Staff Present:** David Madrigal, PA Program Manager; Angela Branstner, PA Supervisor; Sheila Mickelson, PA Office Assistant

**Committee Members Excused:** None

**Committee Members Unexcused:** None

**PUBLIC COMMENT PERIOD**

Chairperson Laticia Sanchez asked the group if anyone knew of any meal resources for the elderly during the Thanksgiving holiday, as she has not seen or heard about anything so far. David Madrigal replied that he doesn't know of anything coming up either, most likely due to COVID-19. Vice Chairperson Larry Stevens said he has heard that there is a church giving out food boxes for Thanksgiving. Angela Branstner confirmed that Judy Mandolfo from High Point Church will be giving out turkeys this coming Saturday, November 21, but Judy will need to be contacted beforehand by phone or on the website in order to obtain one.

Chairperson Laticia Sanchez asked about current guidelines for conducting provider orientations, and if there will be any changes to these guidelines due to the increasing COVID-19 cases within the county. David Madrigal answered that as of right now as much of orientation as possible is done online, and what cannot be done online is completed in small groups; the room in which orientations are held has been approved by the County Health Administration to have a maximum occupancy of 10 people. David Madrigal stated that no further instruction has been given to change this, but if new directive arises, the Public Authority will be in compliance.

**DISCUSSION**

EVV Implementation/Resources:

Angela Branstner reported that there are about 60 providers who have not signed up for electronic time sheets (ETS) in Tehama County. A notice has been mailed to these providers informing them that December 1, 2020 is the hard deadline for the discontinuance of paper time

sheets. Angela Branstner explained that all new provider applicants learn about ETS and have the opportunity to register for it at orientation. Committee Member Denise Dorsey reported that 100% of consumers in Tehama County have been registered for ETS. Chairperson Laticia Sanchez asked if she could receive a current list of the providers who have not yet registered for ETS. David Madrigal said he will send Laticia the list. Chairperson Laticia Sanchez informed the group that the Union is still working on creating ETS informational videos, but each new update to ETS information requires changes to be made to the videos, pushing out the release date. As an example of one of the ETS updates, Chairperson Laticia Sanchez noted the new feature for consumers to add their own provider on the ETS website in place of filling out a paper SOC 426a.

#### Committee Vacancies:

Chairperson Laticia Sanchez stated that a new application for this committee has been received for review. The applicant, Sally Howarth, is present at today's meeting. Sally Howarth introduced herself; Sally used to be an IHSS provider and is currently an IHSS consumer. At this time the Committee Members held a vote to approve Sally Howarth as a committee member. Chairperson Laticia Sanchez made a motion to approve Sally Howarth's application. Vice Chairperson Larry Stevens seconded the motion. All committee members were in favor and the motion carried. David Madrigal stated that Sally Howarth's paperwork will be submitted to the Board of Supervisors as a consent item for approval.

#### Public Authority Report

Angela Branstner reported that in the previous quarter (July-September 2020) 23 providers were added to the registry, and in October 2020 7 more providers were added to the registry. The current number of active registry providers is 78. Angela Branstner added that just 3 providers were reported to be hired from referrals sent out last quarter. Angela Branstner also reported that in the previous quarter 72 people were scheduled to attend orientation, and 60 of them attended. David Madrigal stated that, as discussed in the most recent State Association meeting, the number of active registry providers has gone down throughout the entire state and it seems COVID-19 plays a large part in this decrease. Chairperson Laticia Sanchez mentioned that in a recent referral list her consumer had received, only one provider out of the 23 on the list was responsive. Chairperson Laticia Sanchez said she would like to discuss ways to make the registry sound more appealing to encourage more people to sign up for it. David Madrigal agreed that this is an important matter and would also like to discuss it in the near future. Sally Howarth asked how many consumers have no provider. Committee Member Denise Dorsey responded that IHSS receives a monthly report on this, and the IHSS social workers call those consumers to check in and see if they need a referral list.

#### Consumer Legal Rights with Regards to COVID-19 Testing

David Madrigal stated that he reached out to the State Association director about consumers' rights to have a provider to test for COVID-19. David Madrigal informed the group that as the employer, a consumer can request that the provider be tested, but if the provider does not want to be tested it would be the consumer's responsibility to decide whether or not he/she

still wants to employ the provider. Although testing is recommended in some situations, there is no mandate requiring a person to get tested for COVID-19. Vice Chairperson Larry Stevens questioned the fairness of this to consumers who are vulnerable to COVID-19, and stated he feels like it should be taken to higher authorities for review. Chairperson Laticia Sanchez explained that one of the difficulties with the possibility of requiring COVID-19 testing for providers would be that one test would not be sufficient, a person would have to be tested frequently in order to maintain certainty that they have not been exposed to the virus. Committee Member Denise Dorsey also pointed out that getting an appointment and waiting for results could take several days each time someone would like to be tested. Committee Member Danette Paskaly asked if there were any guidelines for providers to be as safe as possible when it comes to providing services to consumers. David Madrigal answered that the only guidance given by the state is for providers to wear Personal Protective Equipment (PPE), which is available to providers and consumers to receive from the Public Authority as well as the Union.

## **ACTION ITEMS**

Action items for this meeting were discussed and voted on during the main discussion under the “Committee Vacancies” section.

## **FUTURE AGENDA ITEMS/TASKS TO BE ASSIGNED**

Chairperson Laticia Sanchez said she would like a project to begin for improving the registry, possibly looking at ways other counties manage their registries for new ideas. David Madrigal agreed that this will be put on the agenda, and the registry application will be emailed to the Committee Members for review.

## **ROUND TABLE**

Chairperson Laticia Sanchez announced some information she just received about an emergency preparedness package give-out for Tehama County residents. Chairperson Laticia Sanchez offered to email the flyer to the group in case anyone knows someone who would benefit from this event. Vice Chairperson Larry Stevens reminded the group of the emergency back-up batteries for medical equipment which was demonstrated by PG&E during a previous meeting, and that applications are still available from PG&E.

David Madrigal informed the group that he was able to use alternative funding to purchase hand sanitizer to include with the PPE that the Public Authority has available.

## **APPROVAL OF MINUTES**

At this time the committee members reviewed the minutes from the meeting held on September 17, 2020. Chairperson Laticia Sanchez made a motion to approve these minutes. Vice Chairperson Larry Stevens seconded the motion and the minutes were approved with all in favor.

With no further discussion, the meeting was adjourned at 10:06 a.m. The next meeting will be held on January 21, 2021, at 9:00 a.m. by conference call.

Respectfully submitted, Sheila Mickelson, PA Office Assistant.